



CYNTHIA D. BANKS
Interim Director

COMMUNITY AND SENIOR SERVICES
OF LOS ANGELES COUNTY

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"To Enrich Lives Through Effective And Caring Service"

BOARD OF SUPERVISORS

GLORIA MOLINA
YVONNE B. BURKE
ZEV YAROSLAVSKY
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MICHAEL D. ANTONOVICH

May 17, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**FY 2004-05 OLDER AMERICANS ACT ONE-TIME-ONLY FUNDS
APPROPRIATION ADJUSTMENT AND CONTRACT AMENDMENTS
(ALL SUPERVISORIAL DISTRICTS) (4-VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the appropriation adjustment (Attachment A) for the Department of Community and Senior Services (CSS) in the amount of \$2,428,000 to its FY 2004-05 Adopted Budget in One-Time-Only (OTO) Older Americans Act (OAA) Title III/VII funds (Agreement Number AP-0405-19, Amendment No. 1) from the California Department of Aging (CDA).
2. Authorize the Interim Director of CSS, or designee, to execute contract amendments in substantially similar form to Attachment D with the five service providers shown on Attachment B in the amounts indicated for the provision of nutrition, caregiver supportive services and care management services, after County Counsel approval as to form, effective the date of Board approval through June 30, 2005.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions are necessary to enable CSS the necessary funding to execute contract amendments and for other enhanced program services outlined in the fiscal impact/financing section in an effort to expend the CDA OTO grant funds by June 30, 2005. These funds cannot be carried over to the subsequent fiscal year, and any unexpended funds must be returned to the State.

On June 29, 2004, your Board authorized the Director of CSS, or designee, to accept OAA funding augmentations and execute contract amendments provided the amount of the change does not exceed 25% of the original contract amount. The Department used this delegated authority to accept this additional CDA OTO funding and to execute contract amendments with the service providers shown on Attachment C, and in the amounts indicated.

CSS received notification of the FY 2004-05 OTO funds from CDA in December 2004. A memo was issued to OAA-Funded Contractors on January 3, 2005 to inform them of available CDA OTO funds and to solicit funding requests by January 31, 2005. In February 2005, requests for OTO funds were processed and clarified. In reviewing agency requests for CDA OTO allocations, priority was given for over-service (nutrition and supportive services) and special projects (primarily IIIE, Family Caregiver Program). Allocations for over-service were based on the agency's performance for the first six months of the fiscal year. The five (5) agencies that CSS wishes to augment funds in excess of the 25% authority granted by the Board on June 29, 2004, are listed on Attachment B.

Performance Measures

In compliance with the funding agency requirements, CSS has developed performance standards that include: The percentage of caregivers whose ability to provide care has increased or improved as a result of the services provided, the percentage of participants who reported improved social functions and emotional well-being, and the percentage of participants who are minority, low-income, disabled and 75+ exceeds the national average.

Implementation of Strategic Plan Goals

The recommended actions support the Countywide Strategic Plan Goals of Service Excellence, Organizational Effectiveness, and Fiscal Responsibility.

FISCAL IMPACT/FINANCING

There is no fiscal impact on the County general fund as the program is fully financed by CDA funding. The use of this CDA OTO funding is as follows:

Contract amendments for provision of nutrition, caregiver supportive services, and care management services	\$1,791,575
Kinship Care Pilot Project	\$ 150,000
Caregiver Conference	\$ 14,000
Title III-C-2 Reserve (Vehicles/Equipment)	\$ 248,435
Nutrition Services Incentive Program (NSIP)	\$ 223,322
Total	\$2,427,332

The Kinship Care Pilot Project is a Board-mandated collaboration with the Department of Children and Family Services (DCFS) that represents an accelerated effort to provide much needed respite for grandparents. The project budget is limited to 10% of the CDA OTO Title III-E funding.

The Caregiver Conference is a joint sponsorship with the Los Angeles City Area Agency on Aging to offer an educational forum for respite and support for caregivers.

The Title III-C-2 Reserve (Vehicles/Equipment) is for the Home-Delivered Meals Program to allow the County to purchase a maximum of 10 much needed vehicles for the delivery of meals to the homebound. The vehicles currently in use are on average over 10 years old. CSS, in conjunction with the procurement authority of the Internal Services Department (ISD) will purchase the vehicles for use by contracted nutrition program providers. The total purchase price for the vehicles shall not exceed the reserve amount as indicated.

The Nutrition Services Incentive Program (NSIP) is an additional subsidy for the nutrition services providers based on the number of meals served.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

All contract amendments have been approved as to form by County Counsel. The dollar amount of the contract amendments for the contractors identified on Attachment C do not exceed 25% of the original contract amount, as authorized by your Board on June 29, 2004. All contractors receiving CDA OTO funds are in compliance with all County contract requirements.

CONTRACTING PROCESS

Pursuant to the FY 2004-05 contract requirements, and prior to the CDA OTO allocations, all contractors underwent a mid-year performance evaluation. Funds were de-obligated and/or re-obligated based on the contractor's level of service.

The contractors selected for funding have clearly demonstrated the capability to provide services and their performance justifies the contract amendments. All of the contractors identified for funding are in compliance with the AAA's contract requirements.

Monitoring

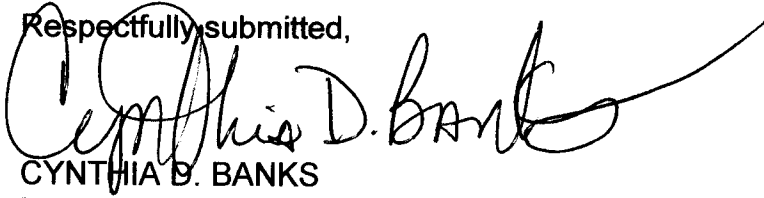
Program monitoring of the nutrition and supportive services is performed annually, and includes administrative and program monitoring to ensure contract compliance. Monitoring is accomplished through the Department's in-house Contract Compliance Unit. Fiscal monitoring is conducted twice a year by an approved vendor procured through the Auditor-Controller's Master Agreement.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended actions will give CSS the appropriation authority to provide additional funding to community-based contract agencies that provide nutrition and supportive services under the OAA within contract authority, and other enhanced program services. Through CDA OTO funds, the Department is able to provide critical program operations that enhance services to older adults and their caregivers countywide.

The Honorable Board of Supervisors
May 17, 2005
Page 5 of 5

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Cynthia D. Banks". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

CYNTHIA D. BANKS
Interim Director

Attachments (4)

c: David E. Janssen
Raymond G. Fortner, Jr.
J. Tyler McCauley

COUNTY OF LOS ANGELES
REQUEST FOR APPROPRIATION ADJUSTMENT
Community and Senior Services
DEPARTMENT OF

DEPT 320
No. April 27, 05

19

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

4 - VOTE

SOURCES:

Community and Senior Service
Assistance - Federal Revenue
A01 - CS - 26556 - 9001
\$2,165,000

Community and Senior Services
Admin - Federal Revenue
A01 - CS - 26560 - 9001
\$263,000

TOTAL: \$2,428,000

USESE:

Community and Senior Services
Assistance - Services and Supplies
A01 - CS - 26556 - 2000
\$2,165,000

Community and Senior Services
Admin - Services & Supplies
A01 - CS - 26560 - 2000
\$14,000

Community and Senior Services
Admin - ~~Services & Supplies~~ - **FIXED ASSETS - EQUIPMENT**
A01 - CS - 26560 - 6030
\$249,000

TOTAL: \$2,428,000

To use FY2004-05 One-Time-Only (OTO) funds allocated from the California Department of Aging (CDA) for increasing spending authority, purchasing fixed assets, and financing Caregiver Conference for the Older Americans Act (OAA) contractors.

Assets,

[Signature]

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF
ADMINISTRATIVE OFFICER FOR

ACTION

RECOMMENDATION

APPROVED AS REQUESTED

AS REVISED

APPROVED (AS REVISED):
BOARD OF SUPERVISORS

19

BY

DEPUTY COUNTY CLERK

AUDITOR-CONTROLLER

BY

No. 312

APRIL 28 2005

SEND 6 COPIES TO THE AUDITOR-CONTROLLER

ATTACHMENT B**LOS ANGELES COUNTY AREA AGENCY ON AGING
FY 2004-05
ONE-TIME-ONLY FUNDING RECOMMENDATIONS**

The funding recommendation exceeds 25% of the original contract amount for the five contracted agencies listed below:

1	AltaMed Health Services Corporation	Care Management, Intake	4,7	1,4	\$106,680
2	Food & Nutrition Management	Nutrition Screens, Counseling, Interventions, Training of Nutrition Providers	ALL	ALL	\$126,508
3	LAREI	Alzheimer's Day Care Resource Center	7	1,4	\$26,050
4	Pomona Valley Committee on Aging/CSS	Caregiver Support Services	3	1,4,5	\$38,115
5	West Covina, City of	Congregate Meals	3	1,4,5	\$11,569

**LOS ANGELES COUNTY AREA AGENCY ON AGING
FY 2004-05
ONE-TIME-ONLY FUNDING RECOMMENDATIONS**

1	Alzheimer's Association of Los Angeles	Caregiver Support Services	ALL	3,4	\$4,500
2	Antelope Valley Committee on Aging	Congregate Meals, Home-Delivered Meals, Telephone Reassurance Care Management	1	5	\$52,005
3	Azusa, City of	Congregate Meals, Home-Delivered Meals, Telephone Reassurance	3	1	\$6,545
4	Behavioral Health Services, Inc.	Home Based Care Care Management	8	4	\$32,323
5	Bet Tzedek	Legal Assistance	ALL	ALL	\$67,073
6	Burbank, City of	Congregate Meals, Home-Delivered Meals	2	5	\$10,437
7	Casa Maravilla	Congregate Meals, Home-Delivered Meals, Telephone Reassurance	7	1	\$18,363
8	Consulting Nutritional Services	Dietary Administrative Support Services	ALL	ALL	\$41,975
9	Culver City, City of	Congregate Meals, Home-Delivered Meals, Telephone Reassurance	5	2	\$983
10	Dickinson Community Lighted Schools	Congregate Meals, Home-Delivered Meals, Telephone Reassurance	6	2	\$26,045
11	El Monte, City of	Congregate Meals Care Management	3	1,5	\$16,440
12	ESCAPA, Chinatown	Caregiver Support Services, Home Based Care Care Management	2,3,4, 5,6,7,8	ALL	\$60,068
13	Gardena, City of	Congregate Meals, Home-Delivered Meals, Telephone Reassurance, Home Based Care Care Management	8	2	\$61,175
14	Glendale, City of	Congregate Meals, Home-Delivered Meals, Telephone Reassurance Care Management,	2	5	\$2,432
15	Human Services Association	Congregate Meals, Home-Delivered Meals, Telephone Reassurance, Alzheimer's Day Care Resource Center Care Management	6,7	1,2,4	\$96,109
16	Inglewood, City of	Congregate Meals, Home-Delivered Meals, Telephone Reassurance Care Management	5,8	2	\$96,044
17	Jewish Family Services of Los Angeles	Congregate Meals, Home-Delivered Meals, Telephone Reassurance	2,4,5	1,2,3,5	\$21,846

ATTACHMENT C

		Care Management			
18	Just Rite Community Programs, Inc.	Home Based Care Care Management	2,6,8	2,3,4,5	\$48,552
19	Life Steps Foundation	Alzheimer's Day Care Resource Center	5,8	2	\$4,531
20	Little Tokyo	MENTORS Project (Multi-Ethnic Network for Training, Outreach, and Resources for Senior	7	1,4	\$44,669
21	Norwalk, City of	Home Based Care	7	4	\$11,534
22	Office of Samoan Affairs	Care Management	8	2,4	\$14,566
23	Oldtimers Foundation	Congregate Meals, Home- Delivered Meals, Telephone Reassurance	6,7	1,2,4	\$55,455
24	Pasadena Hospital Association Ltd. dba Huntington Memorial Hospital/ Huntington Senior Care Network	Care Management	2,3	1,4,5	\$59,662
25	San Gabriel Valley YWCA	Congregate Meals, Home- Delivered Meals, Telephone Reassurance Care Management	3	1,4,5	\$89,851
26	Santa Anita Family Services	Caregiver Support Services, Home Based Care Care Management	3	1,5	\$64,363
27	Santa Clarita Valley Committee on Aging	Congregate Meals, Home- Delivered Meals, Telephone Reassurance, Alzheimer's Day Care Resource Center Care Management	1,2	3,5	\$164,916
28	Santa Monica, City of	Congregate Meals, Home- Delivered Meals, Telephone Reassurance	5	3	\$21,810
29	South El Monte, City of	Congregate Meals, Home- Delivered Meals, Telephone Reassurance	3	1	\$7,030
30	Southeast Area Social Services Funding Authority/ SASSFA	Congregate Meals, Home- Delivered Meals, Telephone Reassurance, Caregiver Support Services, Home Based Care Care Management	7	1,4	\$47,522
31	Special Services for Groups	Caregiver Support Services Care Management	6,7,8	2,4	\$33,460
32	USC/ Los Angeles Caregiver Resource Center	Caregiver Support Services	1,2,6,7,8	1,2,4,5	\$22,134
33	Villa Esperanza	Care Management	2,3	1,3,5	\$81,634
34	Volunteers of America	Congregate Meals, Home- Delivered Meals, Telephone Reassurance	7,8	4	\$630
35	WISE Senior Services	Long-Term Care Ombudsman, Prevention of Elder Abuse, Alzheimer's Day Care Resource Center Care Management	ALL	ALL	\$95,971



Contract No. _____
Amendment No. 1

**COMMUNITY AND SENIOR SERVICES
OF THE COUNTY OF LOS ANGELES
AREA AGENCY ON AGING PROGRAMS
AGREEMENT TO AMEND CONTRACT PAYMENT**

This Agreement to amend said contract is made and entered into this ____ day of _____ 2005 by and between the County of Los Angeles, Community and Senior Services, hereinafter referred to as "CSS" and _____, hereinafter referred to as "CONTRACTOR."

WHEREAS, the parties hereto have previously entered into the above referenced Contract on July 1, 2004;

WHEREAS, the parties desire to amend this Contract and its Exhibits to align with the funding agency's One-Time-Only supplemental allocation provided in Fiscal Year 2004-2005 and in accordance with the terms and conditions as set forth below:

NOW, THEREFORE, the parties hereto agree as follows:

- I. The current contract total between CSS and the CONTRACTOR is \$_____. The current contract amount is amended by \$_____. CSS shall reimburse CONTRACTOR in the amount not to exceed _____ dollars (\$_____) for the full contract period of July 1, 2004 to June 30, 2005.
- II. The attached Exhibit "B" will be an addendum to the original Exhibit "B" of the Contract.
- III. The attached Exhibit "C" replaces the original Exhibit "C" of the Contract.

Except where modified by this Amendment, the terms and conditions of the original Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the Board of Supervisors of the COUNTY OF LOS ANGELES has caused this Amendment to be subscribed by the Interim Director of Community and Senior Services, or her designee, and the CONTRACTOR has subscribed the same through its authorized officer, on the day, month, and year first written above. The person signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR.

COUNTY OF LOS ANGELES

By _____
Cynthia D. Banks, Interim Director
Community and Senior Services
County of Los Angeles

**Approved As to Form:
OFFICE OF THE COUNTY COUNSEL**

By _____
Deputy

CONTRACTOR

Contractor's Name (Print)

By _____
Authorized Signature

(Print or Type Name)

Title (Print or Type)